

VMR-VRO GUIDELINE - LIMITED LIABILITY COMPANIES

Checklist Reference - None

Vendor Application: SFN 53654

*Organization Type: How is your firm organized?		
<input type="checkbox"/> Corporation	<input type="checkbox"/> Sole Proprietorship	<div>Limited Liability Companies</div> <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Sole Proprietorship
<input type="checkbox"/> Cooperative Association	<input type="checkbox"/> Other: _____	
Partnerships	Non-Profit Organizations	
<input type="checkbox"/> Limited Partnership of LLLP	<input type="checkbox"/> Non-incorporated	
<input type="checkbox"/> General Partnership	<input type="checkbox"/> Incorporated	
<input type="checkbox"/> Limited Liability Partnership		

Doesn't 'LLC' mean Limited Liability Corporation?

No, LLC means Limited Liability Company, not 'Corporation'. According to IRS Form W-9, a limited liability company can be a

- sole proprietor or
- a corporation or
- a partnership.

The filing status is needed to determine whether the vendor is set up as reportable or not.

IRS Form W-9 explains on page 2 of the IRS Form W-9; Specific Instructions; Name; Sole Proprietor; second paragraph. See below:

Limited liability company (LLC). If you are a single-member LLC (including a foreign LLC with a domestic owner) that is disregarded as an entity separate from its owner under Treasury regulations section 301.7701-3, enter the owner's name on the "Name" line. Enter the LLC's name on the "Business name" line. **Check the appropriate box for your filing status (sole proprietor, corporation, etc.), then check the box for "Other" and enter "LLC" in the space provided.**

Paperwork received from a vendor indicating they are an 'LLC' with no other explanation is returned as incomplete.

Feel free to contact the Vendor Registry Office at spovendor@nd.gov for help or guidance in entering or updating vendor information. The Vendor Registry Office will research the information, take the appropriate action and respond to your inquiry in a timely manner.